

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

**PROCUREMENT DIVISION**

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 428-8715

Fax: (540) 347-5753

**NOTICE OF CONTRACT AWARD**

1. DATE: July 1, 2006
2. COMMODITY NAME: Local Vendor Discount Program
3. CONTRACT NUMBER: 75-05khc-B
4. CONTRACT PERIOD: July 1, 2006 through June 30, 2007
5. RENEWAL OPTIONS: Three (3) One Year Terms
6. CONTRACTOR: Rankins Hardware Incorporated  
VN: 630927 251 West Lee Highway, Suite 719  
Warrenton, VA 20186  
PH 540-347-2499  
FX 540-349-9493  
Contact Person: Glenn Rankin
8. TERMS: Net 45 days
9. FOR FURTHER INFORMATION CONTACT: Barb Whitehurst  
PH (540) 428-8715

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: \_\_\_\_\_  
Barbara Whitehurst  
Senior Buyer

## INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection of services provided and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of service, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice, three (3) one-year terms on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.
6. Prices: A **10% discount** is provided on **cash purchases** and a **5% discount to charges** to all accounts. Changes to contract prices will be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.